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21 June 1977

MEMORANDUM FOR: Executive Officer, DDA
Executive Officer, DDO
Executive Officer, DDS&T
Executive Officer, NIO ✓

FROM : DDI Coordinator for Academic Relations
and External Analytical Support

SUBJECT : Conferences and Conventions

1. I have been asked to compile the Agency's response to the attached memorandum from NFIB. Information is needed about Agency participation in and sponsorship of conferences and conventions related to or in support of intelligence activities. Only those meetings held outside of the Washington area are relevant. The

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2. I plan tentatively to organize the Agency's response into three general categories of conferences and conventions. The first will cover multinational intelligence related meetings, such as

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The second will cover Agency-sponsored conferences or conventions. In this category we should include meetings outside of Washington of Agency advisory panels, conferences with academic consultants, or meetings with groups of other individuals when the Agency acts as sponsor.

3. The third category will cover academic conferences and conventions when the Agency sponsors the participation of an employee. Thus, we will need statistics on the number of employees who attend the annual conventions of their professional associations or other work-related conferences when the Agency pays travel and/or other expenses. If your personnel have participated in other types of meetings that do not fit any of these categories but that you think should be included, please list them.

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4. In order to be able to collate the Agency response in time for the NFIB meeting on 28 June, I will need your input by COB on Thursday, 23 June. Please provide as specific data as possible on the numbers of individual employees participating in meetings, the time and place of the meetings, and reasons for Agency participation when not apparent. Please cover the period from 1 June 1976 through 31 May 1977.

5. I recognize that this is a complex and imprecise task and that some of the activities of your personnel will be difficult to include. My understanding is that NFIB at this time is primarily interested in becoming acquainted with the overall dimensions of Community participation in and sponsorship of conferences and conventions. Please contact me on extension in room 3F30 if you have any questions.

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Attachment:
As Stated

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